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JOBS FOR YOUTH. PART ONE.

INDIANA STATE EMPLOYMENT SECUR. DIV., INDIANAPOLIS

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THE TYPES OF JOBS AVAILABLE TO YOUTH AND THE EMPLOYER REQUIREMENTS WERE DETERMINED FROM QUESTIONNAIRES RETURNED BY 592 (33.3 PERCENT) OF 1,776 EMPLOYERS CONTACTED IN GIBSON, POSEY, VANDERBURGH, AND WARRICK COUNTIES WHO WERE COVERED BY PROVISIONS OF THE INDIANA EMPLOYMENT SECURITY ACT. SOME FINDINGS WERE--(1) EMPLOYERS LISTED 220 JOB TITLES FOR YOUTH AGED 16-17 AND 1,065 FOR THE 18-22 AGE GROUP, (2) 40 PERCENT OF THE TITLES LISTED IN BOTH AGE GROUPS WERE IN CLERICAL AND SALES OCCUPATIONS, (3) EMPLOYERS INDICATED A WILLINGNESS TO HIRE 18-22 YEAR OLDS FOR MECHANICAL WORK, (4) JOBS FOR YOUTH IN THE 16-17 AGE BRACKET WERE CONFINED LARGELY TO POSITIONS IN THE WHOLESALE AND RETAIL TRADE INDUSTRY, ALTHOUGH MANY WERE IN MANUFACTURING, AND SERVICE INDUSTRIES, (5) TITLES FOR THE 18-22 AGE GROUP INCLUDED ENTRY OPPORTUNITIES IN MOST INDUSTRIES AND SKILL CATEGORIES, (6) NEARLY 30 PERCENT OF THE TRAINING REQUIRED FOR THE YOUNGER AND ALMOST 42 PERCENT OF THAT REQUIRED FOR THE OLDER GROUP WAS IN BUSINESS SUBJECTS, BUT OTHER WAS IN TRADE AND INDUSTRIAL SUBJECTS AND MATHEMATICS, AND (7) ALMOST HALF OF THE EMPLOYERS INDICATED THAT ADDITIONAL OR EXPANDED VOCATIONAL TRAINING WOULD HELP THEM TO GET BETTER-QUALIFIED APPLICANTS. IT WAS CONCLUDED THAT IF ALL FIRMS HAD RESPONDED, THE PROPORTION OF FIRMS NOT HAVING JOBS SUITABLE FOR YOUTH WOULD LIKELY HAVE BEEN HIGHER DUE TO LAWS PROHIBITING THE EMPLOYMENT OF MINORS IN CERTAIN INDUSTRIES. VOCATIONAL COURSES OFFERED IN THE COUNTIES' SCHOOLS AND SUMMARY TABLES OF DATA ARE INCLUDED. OTHER DATA ARE PRESENTED IN VT 003 287-VT 003 289. (WB)

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JOBS FOR YOUTH

OPPORTUNITIES

REQUIREMENTS

counties:

gibson
posey
vanderburgh
warrick

PUBLIC EMPLOYMENT SERVICE

INDIANA EMPLOYMENT SECURITY DIVISION

July 1964

PART ONE

VT003290

STATE OF INDIANA
MATTHEW E. WELSH, GOVERNOR
Indiana Employment Security Division
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JOBS FOR YOUTH

INDIANA EMPLOYMENT SECURITY DIVISION
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August 1964

PREFACE

Government, civic and business groups in the Evansville Community have been especially active in evaluating their manpower problems and planning for the future. The current study was designed to obtain additional information about the types of jobs that are available to youth and what requirements and educational achievement employers feel are necessary for people entering these jobs.

The employment-opportunities-for-youth survey was conducted by the Evansville Local Office and the Research and Statistics Section of the Indiana Employment Security Division in cooperation with the Vocational Education Department of the Public Schools and the Bureau of Apprenticeship, U. S. Department of Labor.

The cooperating agencies want to thank William Greif, Executive Secretary, Evansville's Future, Inc. and Chairman of the Governor's Committee on Basic Education; Norman Kniese, Director, Manufacturers' and Employers' Division of the Evansville Chamber of Commerce; Russel J. Rowen, Director of Adult and Vocational Education, and Dean Long, Vice-President, Evansville College for their assistance in the preparation of the questionnaire and the covering letter.

Publicity assistance was given to this project by the following newspapers and radio stations: Evansville Courier, Evansville Press, Mount Vernon Democrat, W I K Y, W J P S, W R O Z, W G B F, W R A Y, W B N L, and W P C O. Tim Hines, Director of Civic and Community Affairs of the Evansville Chamber of Commerce announced the survey in the monthly newsletter and then published a follow-up story the following month.

Great thanks also go to the employers who were so cooperative in completing the questionnaires and to the Data Processing Section of the Indiana Employment Security Division who processed the data.

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Table III -- Occupations for Youth, by Industry

Each part includes separate tables for the 16-17 and 18-22 age groups for each of the four counties studied: Gibson, Posey, Vanderburgh, and Warrick Counties.

INTRODUCTION

Youth between the ages of 16 and 24 are comprising an increasing proportion of the unemployed in the United States. During 1963, they made up 37 per cent of all the unemployed.

Government, educators, businessmen, and the general public are showing increasing concern about the growing numbers of young people among the unemployed. They recognize that before any positive steps can be taken towards stemming unemployment among young people and preparing them for successful entry into the labor force it is necessary to know what types of jobs may be available to them and what employer requirements exist for these jobs.

In order to get answers to some of these questions, 1,776 employers in four southwestern Indiana counties (Gibson, Posey, Vanderburgh, and Warrick) were sent questionnaires during the month of October 1963. The survey was designed to discover what jobs employers felt were suitable for youth in the 16-22 years of age bracket, and, in addition, what requirements and educational background they felt were necessary for people entering these jobs.

Employers contacted were those covered by provisions of the Indiana Employment Security Act. The survey, therefore, did not include opportunities for employment in some areas, such as agriculture, nonprofit institutions, government institutions, and other noncovered establishments. Statewide studies have, however, been conducted by the Research and Statistics Section of the Indiana Employment Security Division in the recent past, dealing with occupations in hospitals and agriculture.

Responses were received from a total of 592 employers or one-third of those contacted; they employed about 34,000 people. The average firm employed 59 people, while more than half of the firms had 12 employees or fewer.

SUMMARY OF FINDINGS

The employers responded by listing 220 job titles for youth aged 16-17 and 1,065 for the 18-22 age group. Most job titles in both age groups were in clerical and sales occupations, which accounted for 40 per cent or 506 of those listed. Manual work was next in importance with 382 job titles listed. Jobs in professional, technical, and managerial work were listed 66 times; in service work 110 times; in agricultural, marine, and forestry work 3 times; in mechanical work 219 times, for a total of 1,285 job titles in all.

Employers indicated a willingness to hire 18-22 year olds for mechanical work. The younger group had almost no opportunity to enter mechanical, or professional and managerial work largely due to restrictions set up within the labor laws as well as insufficient training and maturity.

Jobs for youth in the 16-17 years-of-age bracket were for the most part confined to positions in the wholesale and retail trade industry, although many jobs were also in manufacturing and service industries. Many of the job titles listed for the younger group appear to be suitable for youth still in attendance at school for after-school, week-ends and summers. Job titles were often in occupational groups such as manual (unskilled and some semiskilled) and clerical and sales, which accounted for 76 per cent of all titles for 16 and 17 year olds. Employers indicated a willingness to hire these youth for service work.

Titles for the older group (18-22) included almost the entire range of entry opportunities in most industries and skill categories.

JOB TITLES LISTED FOR YOUTH 16-17 AND 18-22 WERE FROM THE FOLLOWING OCCUPATIONAL GROUPS:

OCCUPATIONAL GROUPS	GIBSON COUNTY		POSEY COUNTY		VANDERBURGH COUNTY		WARRICK COUNTY		ALL COUNTIES	
	16-17	18-22	16-17	18-22	16-17	18-22	16-17	18-22	16-17	18-22
PROFESSIONAL, TECHNICAL, & MANAGERIAL WORK	0	4	1	1	6	53	0	1	7	59
CLERICAL & SALES WORK	3	28	1	9	78	368	5	14	87	419
SERVICE WORK	7	7	0	0	23	70	1	2	31	79
AGRICULTURE, MARINE, & FORESTRY WORK	0	0	0	0	2	1	0	0	2	1
MECHANICAL WORK	2	18	1	15	10	167	0	5	13	205
MANUAL WORK	10	23	3	10	65	260	2	9	80	302
ALL OCCUPATIONS	22	80	6	35	184	919	8	31	220	1,065

Clerical and sales positions were restricted primarily to high school graduates over 18 and 16-17 year olds who have had some high school, with the ultimate goal of at least graduating from high school. Mechanical positions were frequently restricted to those with high school diplomas. Opportunities for youth with some high school, but no diploma, were more often restricted to manual positions, as were those with only 8th grade education and those specifying literacy. Service positions were open to 16 and 17 year olds with some high school and to those over 18 who had 8th grade education.

LEVEL OF EDUCATION REQUIRED FOR ENTERING JOBS LISTED BY EMPLOYERS:

OCCUPATIONS	H.S. GRADUATE		SOME H. S.		8TH GRADE		LITERATE	
	16-17	18-22	16-17	18-22	16-17	18-22	16-17	18-22
PROFESSIONAL & MANAGERIAL								
GIBSON	0	4	0	0	0	0	0	0
POSEY	1	1	0	0	0	0	0	0
VANDERBURGH	2	45	3	1	0	2	1	0
WARRICK	0	0	0	1	0	0	0	0
ALL COUNTIES	3	50	3	2	0	2	1	0
CLERICAL & SALES								
GIBSON	0	24	2	4	0	0	0	0
POSEY	0	7	1	2	0	0	0	0
VANDERBURGH	26	307	45	41	2	3	1	0
WARRICK	1	11	4	3	0	0	0	0
ALL COUNTIES	27	349	52	50	2	3	1	0
SERVICE								
GIBSON	0	0	5	4	2	2	0	1
POSEY	0	0	0	0	0	0	0	0
VANDERBURGH	5	18	10	34	5	13	2	3
WARRICK	0	1	1	1	0	0	0	0
ALL COUNTIES	5	19	16	39	7	15	2	4
AGRICULTURE								
GIBSON	0	0	0	0	0	0	0	0
POSEY	0	0	0	0	0	0	0	0
VANDERBURGH	0	1	1	0	0	0	0	0
WARRICK	0	0	0	0	0	0	0	0
ALL COUNTIES	0	1	1	0	0	0	0	0
MECHANICAL								
GIBSON	0	6	1	9	0	3	0	0
POSEY	0	8	1	6	0	0	0	0
VANDERBURGH	2	100	8	39	0	16	0	4
WARRICK	0	4	0	1	0	0	0	0
ALL COUNTIES	2	118	10	55	0	19	0	4
MANUAL								
GIBSON	0	11	10	9	0	0	0	2
POSEY	0	6	2	4	1	0	0	0
VANDERBURGH	11	92	38	95	6	31	9	35
WARRICK	0	5	2	3	0	1	0	0
ALL COUNTIES	11	114	52	111	7	32	9	37
ALL OCCUPATIONS								
GIBSON	0	45	18	26	2	5	0	3
POSEY	1	22	4	12	1	0	0	0
VANDERBURGH	48	563	105	210	13	65	13	42
WARRICK	1	21	7	9	0	1	0	0
ALL COUNTIES	48	651	134	257	16	71	13	45

Clerical positions were often restricted to females. A number of positions, particularly sales positions, were available for members of either sex, although sales positions were more often restricted to males only than to females only.

Most employers did not set particular requirements on the marital status of their employees although females in clerical positions were often required to be single. Most employers listed jobs for males and often requested that males between the ages of 16 and 17 be single. Marital status was not important in the 18-22 year old group, although some employers preferred married males since married men are now exempt from the draft.

Some of the jobs listed were restricted to youth 21 years of age and over - such as bartender and, often, taxi drivers, as well as a few other titles, due to the particular company policy, the level of responsibility entailed in the particular position and legal limitations.

Details on employer requirements by occupation are bound under separate cover in Part II. The job titles are coded and grouped according to the Dictionary of Occupational Titles, Entry Occupational Classifications.

SPECIFICATIONS AS TO SEX OF PEOPLE ENTERING JOBS LISTED BY EMPLOYERS:

OCCUPATIONS	MALE		FEMALE		EITHER	
	16-17	18-22	16-17	18-22	16-17	18-22
PROFESSIONAL & MANAGERIAL						
GIBSON	0	3	0	0	0	0
POSEY	1	1	0	0	0	0
VANDERBURGH	2	25	1	9	2	9
WARRICK	0	0	0	0	0	0
ALL COUNTIES	3	29	1	9	2	9
CLERICAL & SALES						
GIBSON	3	3	0	9	0	8
POSEY	1	2	0	5	0	2
VANDERBURGH	21	84	14	155	32	95
WARRICK	2	3	0	5	1	3
ALL COUNTIES	27	92	14	174	33	108
SERVICE						
GIBSON	1	1	3	3	3	2
POSEY	0	0	0	0	0	0
VANDERBURGH	5	17	7	29	11	18
WARRICK	0	0	0	1	1	1
ALL COUNTIES	6	18	10	33	15	21
AGRICULTURE						
GIBSON	0	0	0	0	0	0
POSEY	0	0	0	0	0	0
VANDERBURGH	2	1	0	0	0	0
WARRICK	0	0	0	0	0	0
ALL COUNTIES	2	1	0	0	0	0
MECHANICAL						
GIBSON	1	16	0	0	0	2
POSEY	1	12	0	0	0	0
VANDERBURGH	7	146	1	3	2	9
WARRICK	0	5	0	0	0	0
ALL COUNTIES	9	179	1	3	2	11
MANUAL						
GIBSON	8	12	0	1	2	5
POSEY	3	7	0	1	0	0
VANDERBURGH	54	199	3	24	4	19
WARRICK	1	7	0	2	0	0
ALL COUNTIES	66	225	3	28	6	24
ALL OCCUPATIONS						
GIBSON	13	35	3	13	5	17
POSEY	6	22	0	6	0	2
VANDERBURGH	91	472	26	220	51	150
WARRICK	3	15	0	8	2	4
ALL COUNTIES	113	544	29	247	58	173

Industry

Over 40 per cent of the responding firms were in wholesale and retail trade while an additional 18 per cent were manufacturing firms. Wholesale and retail trade firms listed 36 per cent of the job titles for youth 18-22 years of age compared with 58 per cent of the job titles for youth in the 16-17 age bracket. Manufacturing accounted for 29 per cent of the job titles for 18-22 year olds and only 13 per cent of the job titles for youth in the 16-17 age bracket. Firms in service industries listed 18 per cent of the job titles for 16-17 year olds while they accounted for 12 per cent of the titles in the older group.

THE RESPONDING FIRMS WERE FROM THE FOLLOWING INDUSTRY GROUPS:

INDUSTRY GROUP	VANDERBURGH	GIBSON	WARRICK	POSEY	ALL COUNTIES
AGRICULTURE, FORESTRY & FISHERIES	0	1	0	0	1
MINING	22	1	2	2	27
CONTRACT CONSTRUCTION	28	1	1	4	34
MANUFACTURING	90	8	5	5	108
TRANSPORTATION, COMMUNICATION, ELECTRIC, GAS, & SANITARY SERVICES	33	3	1	2	39
WHOLESALE & RETAIL TRADE	199	23	13	13	248
FINANCE, INSURANCE & REAL ESTATE	36	3	4	3	46
SERVICES	71	6	1	3	81
GOVERNMENT	7	1	0	0	8
ALL INDUSTRIES	486	47	27	32	592

INDUSTRY GROUPS OF JOB TITLES LISTED FOR YOUTH

JOBS FOR YOUTH AGES 16-17 AND 18-22 WERE IN THE FOLLOWING INDUSTRY GROUPS:

INDUSTRY GROUP	VANDERBURGH COUNTY		GIBSON COUNTY		WARRICK COUNTY		POSEY COUNTY		ALL COUNTIES	
	16-17	18-22	16-17	18-22	16-17	18-22	16-17	18-22	16-17	18-22
AGRICULTURE, FORESTRY, AND FISHERIES	0	0	0	0	0	0	0	0	0	0
MINING	4	34	0	2	0	1	0	1	4	38
CONTRACT CONSTRUCTION	7	42	0	2	0	0	0	10	7	54
MANUFACTURING	29	272	0	17	0	11	0	10	29	310
TRANSPORTATION, COMMUNICATION, ELECTRIC, GAS, & SANITARY SERVICES	4	52	0	3	0	0	1	3	5	58
WHOLESALE & RETAIL TRADE	98	317	19	43	7	13	5	7	127	380
FINANCE, INSURANCE & REAL ESTATE	6	60	0	7	1	4	0	4	7	75
SERVICES	36	123	3	6	0	2	0	0	39	131
GOVERNMENT	2	19	0	0	0	0	0	0	2	19
ALL INDUSTRIES	184	919	22	80	8	31	6	35	220	1,065

Details about job titles by industry are listed under separate cover in Part IV.

Tables IV and V summarizing questions pertaining to general employer policy are included at the end of Part I in this volume.

Training and Skills

In addition to information about specific job titles and employer requirements, employers were asked to list skills or knowledge necessary for entry into the occupations that they listed. One-third of the firms stating that they would hire youth 16-17 and 69 per cent of the firms indicating they would hire youth 18-22 listed training or knowledge that they felt youth should have before entering the occupations.

Almost sixty per cent of the jobs listed by employers for 18-22 year olds and 30 per cent of the jobs for the younger group (16-17) had skill or knowledge requirements.

Pre-employment training was specified by employers for clerical, professional and managerial, and skilled jobs more frequently than for sales, unskilled and some service occupations.

Nearly thirty per cent of the training required for 16-17 year olds and almost 42 per cent of the training required for 18-22 year olds was in business subjects. This training was often required for entry into clerical occupations. An additional ten per cent of the training for 16-17 year olds and 23 per cent of the training for 18-22 year olds was in trade and industrial subjects, often for mechanical occupations. Mathematics was included as a requirement for occupations in sales, clerical and mechanical fields.

Even though occupational training is provided in the schools and many employers reported having company training programs, almost half of the employers indicated that additional or expanded vocational training would help them to get better-qualified applicants to fill entry jobs.

In order to compare the types of training required by employers with types of training provided in the schools in the four southwestern Indiana counties information about the existing curriculum was obtained.

The courses offered in the schools covered a number of the skills listed by employers. At the time that the employers were surveyed, Gibson, Posey, Vanderburgh, and Warrick County schools provided instruction in a variety of business courses such as typing, stenography, accounting, advertising and business law, as part of the general education program. Neither Posey nor Warrick Counties offered trade or industrial courses. Courses in machine shop were taught in Gibson County secondary schools; carpentry and building trades, electricity (maintenance and repair), machine shop, automotive shop, printing shop, mechanics and repairmen, auto body shop, distributive education and practical nursing were taught in Evansville schools in Vanderburgh County. Courses in agriculture and home economics were offered in all four counties.

In addition to the vocational courses offered in the secondary schools, Adult Evening School programs in Trade and Industrial Education, as well as apprenticeship programs, were being conducted in Evansville.

Trade and Industrial Education:

Cabinet Making
Drafting
Electricity
Foremanship Training
Lawn Mower Repair
Mechanics (Air Conditioning and Refrigeration)
Machine Shop
Mechanics-Automotive
Commercial Artists
Diesel Mechanics

Heat Treating
Printing
Sheet Metal
Mechanics - TV and Radio Repair
Welding - Combination
Upholstering
Food Trades

Apprenticeship:

Bricklaying
Carpentry
Electricians
Iron Workers
Painting and Paper Hanging
Plumbing and Pipe Fitting
Sheet Metal
Tool and Die
Millwright
Tool and Gage Inspection

Also, Federal Manpower Redevelopment and Training courses for general machine operator, auto mechanic apprentice and combination welder were conducted in Evansville in 1964. Courses in Clerk-Stenographer, Combination Welder, General Machine Operator, Tailor II, Basic Education and Building Maintenance, have been approved pending availability of funds for 1964. In addition a program of on-the-job training for 200 people has been approved. Some of these training programs will be for youth in the age brackets covered by this survey.

Detail tables showing specific employer training requirements for occupations are in Part III.

DESCRIPTION OF THE SURVEY

During October 1963 questionnaires were sent to 1,776 employers in Gibson, Posey, Vanderburgh and Warrick Counties in southwestern Indiana. The sample of firms included firms subject to the Indiana Employment Security Act.

Employers responded to questions pertaining to hiring requirements: education, sex, marital status, the presence or absence of strict physical examinations for hiring; starting salaries in the jobs that they listed as appropriate for youth, as well as specific skills or knowledge required for the job titles listed by the employer, and the best means of acquiring these skills. In addition the employers were asked five questions about general company policy, training programs, need for additional or expanded vocational training courses and whether the respondent would be willing to serve on a training advisory committee to decide training to be given and to assist in setting up training programs.

Responses were received from a total of 592 employers or 33.3 per cent of all employers contacted.

NUMBER OF EMPLOYERS CONTACTED AND NUMBER AND PER CENT OF EMPLOYER RESPONSES, BY COUNTY

COUNTY	NUMBER CONTACTED	RESPONDENTS	
		NUMBER	PER CENT
VANDERBURGH	1,364	486	35.6
GIBSON	172	47	27.3
POSEY	115	32	27.8
WARRICK	125	27	21.6
TOTAL	1,776	592	33.3

The responding firms employ about 34,000 people. The average (mean) firm employed 59 people and more than one-half of the firms employed 12 or fewer people.

TOTAL EMPLOYMENT, AVERAGE FIRM SIZE (MEAN), AND MEDIAN FIRM SIZE, BY COUNTY

COUNTY	TOTAL EMPLOYMENT	MEAN FIRM SIZE	MEDIAN FIRM SIZE
VANDERBURGH	30,666*	66	13
GIBSON	1,693**	36	10
POSEY	546	17	7
WARRICK	890	33	8
TOTAL	33,795***	59	12

* INFORMATION ABOUT FIRM SIZE IS AVAILABLE ON 467 OF THE 486 RESPONDING FIRMS.
** INFORMATION ABOUT FIRM SIZE IS AVAILABLE ON 46 OF THE 47 RESPONDING FIRMS.
*** INFORMATION ABOUT FIRM SIZE IS AVAILABLE ON 572 OF THE 592 RESPONDING FIRMS.

Several employers stated that they would hire youth but did not indicate what job titles they have that are suitable for youth and many employers did not list any job titles suitable for youth nor indicate that youth have any place in their organizations.

NUMBER OF EMPLOYERS NOT LISTING JOB TITLES FOR YOUTH, BY COUNTY

COUNTY	WOULD HIRE YOUTH BUT DID NOT LIST TITLES		NO JOBS SUITABLE FOR YOUTH	
	16-17	18-22	16-17	18-22
VANDERBURGH	15	40	369	77
GIBSON	2	3	33	9
POSEY	2	5	25	8
WARRICK	1	4	20	6
TOTAL	20	52	447	100

The proportion of firms that did not have jobs suitable for youth in these age brackets would likely have been higher if all firms contacted had responded. The reason for this conclusion is that a large number of nonresponding firms were establishments where alcoholic beverages are sold and which are by law not allowed to hire any one less than 21 years of age.

APPENDIX

GIBSON COUNTY
TABLE IV: SUMMARY OF QUESTIONS

	YES	NO	OTHER*	INA
1. ARE NEW PRODUCTION WORKERS, REGARDLESS OF SKILLS OR TRAIN..., REQUIRED TO START WORK IN UNSKILLED OR LOWER CLASSIFICATION JOBS BEFORE BEING CONSIDERED FOR HIGHER SKILL PRODUCTION JOBS FOR WHICH THEY MAY BE QUALIFIED?	11	27		9
2. DO YOU REQUIRE LOCAL RESIDENCE?	13	27		7
3. DOES YOUR COMPANY HAVE TRAINING PROGRAMS ESTABLISHED IN WHICH YOU TRAIN NEW WORKERS FOR JOBS IN YOUR ORGANIZATION?	19	22		6
4. WOULD ADDITIONAL OR EXPANDED VOCATIONAL TRAINING COURSES HELP YOU TO GET BETTER-QUALIFIED APPLICANTS TO FILL ENTRY JOBS?	22	15	1	9
5. WOULD YOU BE WILLING TO SERVE ON A TRAINING ADVISORY COMMITTEE TO HELP DECIDE TRAINING TO BE GIVEN AND TO ASSIST IN SETTING UP TRAINING PROGRAMS?	17	19	2	9

* INCLUDES INDEFINITE EMPLOYER RESPONSES.

POSEY COUNTY

TABLE IV: SUMMARY OF QUESTIONS

	YES	NO	OTHER*	INA
1. ARE NEW PRODUCTION WORKERS, REGARDLESS OF SKILLS OR TRAINING, REQUIRED TO START WORK IN UNSKILLED OR LOWER CLASSIFICATION JOBS BEFORE BEING CONSIDERED FOR HIGHER SKILL PRODUCTION JOBS FOR WHICH THEY MAY BE QUALIFIED?	10	19		3
2. DO YOU REQUIRE LOCAL RESIDENCE?	14	15	1	2
3. DOES YOUR COMPANY HAVE TRAINING PROGRAMS ESTABLISHED IN WHICH YOU TRAIN NEW WORKERS FOR JOBS IN YOUR ORGANIZATION?	13	17		2
4. WOULD ADDITIONAL OR EXPANDED VOCATIONAL TRAINING COURSES HELP YOU TO GET BETTER-QUALIFIED APPLICANTS TO FILL ENTRY JOBS?	22	8		2
5. WOULD YOU BE WILLING TO SERVE ON A TRAINING ADVISORY COMMITTEE TO HELP DECIDE TRAINING TO BE GIVEN AND TO ASSIST IN SETTING UP TRAINING PROGRAMS?	7	22		3

* INCLUDES INDEFINITE EMPLOYER RESPONSES.

VANDERBURGH COUNTY

TABLE IV: SUMMARY OF QUESTIONS

	YES	NO	OTHER*	INA
1. ARE NEW PRODUCTION WORKERS, REGARDLESS OF SKILLS OR TRAINING, REQUIRED TO START WORK IN UNSKILLED OR LOWER CLASSIFICATION JOBS BEFORE BEING CONSIDERED FOR HIGHER SKILL PRODUCTION JOBS FOR WHICH THEY MAY BE QUALIFIED?	99	255		132
2. DO YOU REQUIRE LOCAL RESIDENCE?	151	254	3	78
3. DOES YOUR COMPANY HAVE TRAINING PROGRAMS ESTABLISHED IN WHICH YOU TRAIN NEW WORKERS FOR JOBS IN YOUR ORGANIZATION?	188	225	1	72
4. WOULD ADDITIONAL OR EXPANDED VOCATIONAL TRAINING COURSES HELP YOU TO GET BETTER-QUALIFIED APPLICANTS TO FILL ENTRY JOBS?	217	170	2	97
5. WOULD YOU BE WILLING TO SERVE ON A TRAINING ADVISORY COMMITTEE TO HELP DECIDE TRAINING TO BE GIVEN AND TO ASSIST IN SETTING UP TRAINING PROGRAMS?	128	235	8	115

* INCLUDES INDEFINITE EMPLOYER RESPONSES.

WARRICK COUNTY
TABLE IV: SUMMARY OF QUESTIONS

	YES	NO	OTHER*	NA
1. ARE NEW PRODUCTION WORKERS, REGARDLESS OF SKILLS OR TRAINING, REQUIRED TO START WORK IN UNSKILLED OR LOWER CLASSIFICATION JOBS BEFORE BEING CONSIDERED FOR HIGHER SKILL PRODUCTION JOBS FOR WHICH THEY MAY BE QUALIFIED?	7	15		5
2. DO YOU REQUIRE LOCAL RESIDENCE?	14	12		1
3. DOES YOUR COMPANY HAVE TRAINING PROGRAMS ESTABLISHED IN WHICH YOU TRAIN NEW WORKERS FOR JOBS IN YOUR ORGANIZATION?	7	19		1
4. WOULD ADDITIONAL OR EXPANDED VOCATIONAL TRAINING COURSES HELP YOU TO GET BETTER-QUALIFIED APPLICANTS TO FILL ENTRY JOBS?	11	14	1	1
5. WOULD YOU BE WILLING TO SERVE ON A TRAINING ADVISORY COMMITTEE TO HELP DECIDE TRAINING TO BE GIVEN AND TO ASSIST IN SETTING UP TRAINING PROGRAMS?	6	18		3

* INCLUDES INDEFINITE EMPLOYER RESPONSES.

TABLE V: EMPLOYER RESPONSES REGARDING COMPANY TRAINING PROGRAMS, NEED FOR ADDITIONAL TRAINING, AND HIRING PRACTICES, BY INDUSTRY AND FIRM SIZE

INDUSTRY	SIZE OF FIRM	No. BY SIZE	ESTABLISHED TRAINING PROGRAMS?		NEED FOR ADDITIONAL OR EXPANDED VOCATIONAL TRAINING?		START NEW PRODUCTION WORKERS ON ENTRY-LEVEL JOBS?	
			YES	NO	YES	NO	YES	NO
COMMERCIAL FARMS	8-24	1	1		1			1
CRUDE PETROLEUM & NATURAL GAS	8-24	1		1	1		1	
CONSTRUCTION -- SPECIAL TRADE CONTRACTORS	UNDER 8	1		1	1		1	
FOOD & KINDRED PRODUCTS	8-24	1	1		1		1	
	500-999	1	1		1		1	
PRINTING, PUBLISHING, & ALLIED INDUSTRIES	UNDER 8	1			1			1
RUBBER & MISCELLANEOUS PLASTICS PRODUCTS	100-249	2	2		1		1	1
MACHINERY, EXCEPT ELECTRICAL	50-99	1		1				1
ELECTRICAL MACHINERY, EQUIPMENT, & SUPPLIES	100-249	1		1		1		1
MISC. MANUFACTURING INDUSTRIES	50-99	1	1			1		1
LOCAL & SUBURBAN TRANSIT & INTERURBAN PASSENGER TRANSPORTATION	UNDER 8	1		1		1		1
MOTOR FREIGHT TRANSPORTATION & WAREHOUSING	UNDER 8	1						
COMMUNICATION	8-24	1	1			1		1
WHOLESALE TRADE	8-24	1	1		1		1	
RETAIL TRADE -- BUILDING MATERIALS, HARDWARE, & FARM EQUIPMENT	8-24	1		1	1		1	
RETAIL TRADE -- GENERAL MERCHANDISE	UNDER 8	1		1	1			1
	8-24	1		1	1			
RETAIL TRADE -- FOOD	8-24	2	1	1	1			2
RETAIL TRADE -- AUTOMOTIVE DEALERS & GASOLINE SERVICE STATIONS	UNDER 8	4	2	2	1	2		4
	8-24	3	1	1	2		1	1
RETAIL TRADE -- APPAREL & ACCESSORIES		1		1				1

THE DIFFERENCE BETWEEN THE SUM OF YES AND NO ANSWERS AND TOTAL NUMBER OF FIRMS REPRESENTS FIRMS NOT RESPONDING TO THE SPECIFIC QUESTION.

TABLE V: EMPLOYER RESPONSES REGARDING COMPANY TRAINING PROGRAMS, NEED FOR ADDITIONAL TRAINING, AND HIRING PRACTICES, BY INDUSTRY AND FIRM SIZE

INDUSTRY	SIZE OF FIRM	No. By Size	Established Training Programs?		Need For Additional Or Expanded Vocational Training?		Start New Production Workers on Entry-Level Jobs?	
			Yes	No	Yes	No	Yes	No
Retail Trade - Furniture, Home Furnishings, & Equipment	8-24	1		1	1			1
Retail Trade - Eating & Drinking Places	Under 8	2		1		1		1
	8-24	1		1		1		1
	50-99	1	1		1			1
Retail Trade - Misc. Retail Stores	Under 8	2		2		2		1
	8-24	2	2		2		1	
Banking	Under 8	1		1		1		1
	8-24	1		1		1		
Credit Agencies Other Than Banks	8-24	1	1			1	1	
Hotels, Rooming Houses, Camps, & Other Lodging Places	Under 8	1						
	8-24	1	1		1			1
Personal Services	8-24	1		1		1		1
Misc. Business Services	Under 8	1	1		1			1
Misc. Repair Services	Under 8	1	1		1			1
Amusement & Recreation Services, Except Motion Pictures	Under 8	1		1		1	1	
Local Government	Under 8	1						

TABLE V: EMPLOYER RESPONSES REGARDING COMPANY TRAINING PROGRAMS, NEED FOR ADDITIONAL TRAINING, AND HIRING PRACTICES, BY INDUSTRY AND FIRM SIZE

INDUSTRY	SIZE OF FIRM	No. By Size	Established Training Programs?		Need For Additional Or Expanded Vocational Training?		Start New Production Workers on Entry-Level Jobs?	
			Yes	No	Yes	No	Yes	No
Crude Petroleum & Natural Gas	25-49	1		1		1		1
Mining & Quarrying of Nonmetallic Minerals, Except Fuels	Under 8	1	1		1			1
Building Construction -- General Contractors	Under 8	1		1	1		1	
Construction -- Special Trade Contractors	Under 8	1	1		1			1
	8-24	2		2	2		2	
Food & Kindred Products	50-99	1		1	1			1
Apparel & Other Finished Products Made from Fabrics and Similar Materials	100-249	1	1		1		1	
Lumber & Wood Products, Except Furniture	25-49	1		1		1		1
Printing, Publishing, & Allied Industries	Under 8	1	1		1			1
	8-24	1	1		1			1
Communication	Under 8	1	1		1		1	
	8-24			1	1		1	
Wholesale Trade	25-49	1		1	1		1	
Retail Trade -- Building Materials, Hardware, & Farm Equipment	Under 8	2		2	1	1		2
	8-24	1	1		1			1
Retail Trade -- Food	8-24	1	1			1	1	
Retail Trade -- Automotive Dealers & Gasoline Service Stations	Under 8	1	1		1			1
	8-24	3	1	2	3			3
Retail Trade -- Eating & Drinking Places	Under 8	2		1		1		1
Retail Trade -- Misc. Retail Stores	Under 8	2	2		1	1		2
Banking	8-24	1	1		1		1	
Credit Agencies Other Than Banks	Under 8	1		1	1		1	

THE DIFFERENCE BETWEEN THE SUM OF YES AND NO ANSWERS AND TOTAL NUMBER OF FIRMS REPRESENTS FIRMS NOT RESPONDING TO THE SPECIFIC QUESTION.

TABLE V: EMPLOYER RESPONSES REGARDING COMPANY TRAINING PROGRAMS, NEED FOR ADDITIONAL TRAINING, AND HIRING PRACTICES, BY INDUSTRY AND FIRM SIZE

INDUSTRY	SIZE OF FIRM	No. By Size	Established Training Programs?		Need For Additional Or Expanded Vocational Training?		Start New Production Workers on Entry-Level Jobs?	
			Yes	No	Yes	No	Yes	No
Insurance Agents, Brokers, & Service	Under 8	1		1	1			
Medical & Other Health Services	8-24	1		1		1		1
Legal Services	Under 8	1						
Nonprofit Membership Organizations	Under 8	1		1		1		1

TABLE V: EMPLOYER RESPONSES REGARDING COMPANY TRAINING PROGRAMS, NEED FOR ADDITIONAL TRAINING, AND HIRING PRACTICES, BY INDUSTRY AND FIRM SIZE

INDUSTRY	SIZE OF FIRM	No. BY SIZE	ESTABLISHED TRAINING PROGRAMS?		NEED FOR ADDITIONAL OR EXPANDED VOCATIONAL TRAINING?		START NEW PRODUCTION WORKERS ON ENTRY-LEVEL JOBS?	
			YES	NO	YES	NO	YES	NO
CRUDE PETROLEUM & NATURAL GAS	UNDER 8	8		6	3	3	1	4
	8-24	10	2	8	5	3	1	8
	25-49	3		3	1	2	1	
	50-99	1		1		1	1	
BUILDING CONSTRUCTION - GENERAL CONTRACTORS	UNDER 8	3	1	1	1	2	2	1
	8-24	3		1	2			2
	25-49	2	1	1	1			1
	50-99	1	1		1			1
CONSTRUCTION OTHER THAN BUILDING CONSTRUCTION - GENERAL CONTRACTORS	UNDER 8	1		1		1		1
	8-24	2	1	1	2		1	
CONSTRUCTION - SPECIAL TRADE CONTRACTORS	UNDER 8	7	5		3	2	1	3
	8-24	6	3	2	5		1	4
	25-49	1	1			1		1
	100-249	2	2		2		2	
FOOD & KINDRED PRODUCTS	UNDER 8	1		1		1		1
	8-24	2		2	2			2
	25-49	4	2	1	1	3	2	1
	50-99	3	1	2	1	2	2	
	100-249	2	1			1	1	
TOBACCO MANUFACTURES	250-499	1	1		1			1
APPAREL & OTHER FINISHED PRODUCTS MADE FROM FABRICS AND SIMILAR MATERIALS	25-49	1		1	1			1
	50-99	1		1	1			1
	100-249	1	1		1			1
	500-999	1	1		1			1
LUMBER & WOOD PRODUCTS, EXCEPT FURNITURE	8-24	1	1		1		1	
	50-99	1		1	1		1	
	100-249	1		1	1		1	
FURNITURE & FIXTURES	UNDER 8	4	1	2	1	1	1	2
	8-24	4	1	2	2			3
	25-49	1		1	1			1
	50-99	2	2		2			2
	100-249	4	3	1	3	1		4
	500-999	1	1		1			1

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TABLE V: EMPLOYER RESPONSES REGARDING COMPANY TRAINING PROGRAMS, NEED FOR ADDITIONAL TRAINING, AND HIRING PRACTICES, BY INDUSTRY AND FIRM SIZE

INDUSTRY	SIZE OF FIRM	No. By Size	Established Training Programs?		Need For Additional Or Expanded Vocational Training?		Start New Production Workers on Entry-Level Jobs?	
			Yes	No	Yes	No	Yes	No
Printing, Publishing, & Allied Industries	Under 8	1	1		1			1
	8-24	1	1		1		1	
	50-99	1	1		1			1
	100-249	1	1			1		1
	500-999	1		1	1		1	
Chemicals & Allied Products	Under 8	1	1			1	1	
	100-249	1	1			1	1	
	1,000-2,499	1		1	1		1	
Rubber & Misc. Plastics Products	8-24	1		1	1		1	
	25-49	3	1	2	2	1	2	1
	500-999	1		1		1	1	
Stone, Clay, & Glass Products	25-49	2		2		2	1	1
	100-249	1	1			1	1	
Primary Metal Industries	8-24	1	1		1			1
	100-249	1	1		1		1	
Fabricated Metal Products, Except Ordnance, Machinery, & Transportation Equipment	25-49	1	1		1		1	
	50-99	2		1	1			1
	100-249	1		1				1
	250-499	2	1	1	2		2	
	500-999	2	2		2			1
Machinery, Except Electrical	Under 8	5	2	3	3		2	3
	8-24	9	5	4	7	2	2	6
	50-99	2	1	1	2		1	
	100-249	2		2	1			2
	250-499	1		1	1		1	
	500-999	3	1	2	2	1	1	1
Electrical Machinery, Equipment, & Supplies	8-24	1	1		1			
	5,000 & over	1	1		1		1	
Transportation Equipment	25-49	1		1	1			1
Professional, Scientific, & Controlling Instruments, Photographic & Optical Goods; Watches & Clocks	8-24	1		1	1		1	

TABLE V: EMPLOYER RESPONSES REGARDING COMPANY TRAINING PROGRAMS, NEED FOR ADDITIONAL TRAINING, AND HIRING PRACTICES, BY INDUSTRY AND FIRM SIZE

INDUSTRY	SIZE OF FIRM	No. By Size	Established Training Programs?		Need For Additional Or Expanded Vocational Training?		Start New Production Workers on Entry-Level Jobs?	
			Yes	No	Yes	No	Yes	No
Misc. Manufacturing Industries	100-249	2		2	2		1	1
Railroad Transportation	Under 8	1						
Local & Suburban Transit & Interurban Passenger Transportation	50-99	1						
	100-249	1						
Motor Freight Transportation & Warehousing	Under 8	3	1	1	1	1		1
	8-24	11	2	7	5	4	3	5
	50-99	1		1	1			
	500-999	1		1		1		1
Water Transportation	50-99	1		1		1	1	
Transportation by Air	Under 8	1	1		1			
	8-24	3	2	1	1	2	2	1
Transportation Services	25-49	1		1		1		
Communication	8-24	4	3	1	1	3	1	3
	25-49	1		1		1		1
	50-99	1	1		1		1	
	250-499	1	1		1			1
Electric, Gas, & Sanitary Services	500-999	1		1	1		1	
Wholesale Trade	Under 8	17	5	5	4	4	1	2
	8-24	30	14	12	12	13	5	15
	25-49	7	4	2	2	4	3	4
	50-99	5	3	2	1	2	1	3
Retail Trade - Building Materials, Hardware, & Farm Equipment	Under 8	11	2	7	3	6	2	6
	8-24	4		3	2	1		2
	25-49	4	3	1	2	2		3
Retail Trade - General Merchandise	Under 8	2	1			1		
	8-24	3	2	1	2	1		1
	25-49	2	1	1		2		2
	50-99	2	2				1	

TABLE V: EMPLOYER RESPONSES REGARDING COMPANY TRAINING PROGRAMS, NEED FOR ADDITIONAL TRAINING, AND HIRING PRACTICES, BY INDUSTRY AND FIRM SIZE

INDUSTRY	SIZE OF FIRM	No. BY SIZE	ESTABLISHED TRAINING PROGRAMS?		NEED FOR ADDITIONAL OR EXPANDED VOCATIONAL TRAINING?		START NEW PRODUCTION WORKERS ON ENTRY-LEVEL JOBS?	
			YES	NO	YES	NO	YES	NO
RETAIL TRADE - FOOD	UNDER 8	11	3	7	4	5	2	6
	8-24	8	2	4	3	3	3	3
	25-49	4	1	3	1	3	1	3
	50-99	1		1	1			1
	100-249	1	1		1		1	
RETAIL TRADE - AUTOMOTIVE DEALERS & GASOLINE SERVICE STATIONS	UNDER 8	8	2	6	6	1		3
	8-24	4		4	3	1	1	3
	25-49	1	1		1			1
	50-99	3	2	2	1	3	1	3
RETAIL TRADE - APPAREL & ACCESSORIES	UNDER 8	5		3	1	1		2
	8-24	5	3	2	2	1		4
	50-99	2	1	1	1	1		1
	100-249	2	2		2			1
RETAIL TRADE - FURNITURE, HOME FURNISHINGS, & EQUIPMENT	UNDER 8	4		3	3	1		4
	8-24	4	2	2	3	1	1	2
	25-49	2		1	1			1
RETAIL TRADE - EATING & DRINKING PLACES	UNDER 8	23	5	11	5	10	1	15
	8-24	8	5	2	3	3	2	4
	50-99	2		2	2			2
RETAIL TRADE - MISC. RETAIL STORES	UNDER 8	4		3		3	1	2
	8-24	6	2	3	3	2	1	4
	25-49	2	1	1	1	1	1	1
	100-249	1	1		1			1
	250-499	1		1	1			1
BANKING	8-24	1		1	1			1
	25-49	1		1		1	1	
	100-249	2	2		1	1	1	
CREDIT AGENCIES OTHER THAN BANKS	8-24	4	4		1	2	1	1
	25-49	1	1			1		1
	500-999	1	1					
INSURANCE CARRIERS	UNDER 8	6	2			2	1	
	8-24	2	2			1		2
	50-99	1	1		1			1

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			YES	NO	YES	NO	YES	NO
INSURANCE AGENTS, BROKERS, & SERVICE	UNDER 8	5	3	1	2	1		3
	8-24	5	3	2	3	2	1	2
REAL ESTATE	UNDER 8	4		1		1		1
	8-24	3	1	2	1	2		3
HOTELS, ROOMING HOUSES, CAMPS, & OTHER LODGING PLACES	8-24	2		1	2		1	
	25-49	1		1				
	100-249	1	1		1			1
PERSONAL SERVICES	UNDER 8	9	2	5	4	3		7
	8-24	7	1	5	4	2	1	5
	50-99	1		1	1			1
	100-249	2	1	1	1	1		2
MISC. BUSINESS SERVICES	UNDER 8	4	3	1		4		3
	8-24	3	3			1	2	1
	25-49	1	1			1		1
AUTOMOBILE REPAIR, AUTOMOBILE SERVICES, & GARAGES	UNDER 8	3	2	1	1	1	1	2
	8-24	3	1	2	1	2	2	1
MISC. REPAIR SERVICES	UNDER 8	1		1	1		1	
MOTION PICTURES	UNDER 8	1		1		1		1
	8-24	6		5	1	4		5
AMUSEMENT & RECREATION SERVICES, EXCEPT MOTION PICTURES	UNDER 8	1	1			1		1
	8-24	1	1			1		1
	25-49	1		1		1		
MEDICAL & OTHER HEALTH SERVICES	UNDER 8	8	2	2	2	2		4
	8-24	4	1		1			1
	50-99	2	1		1			
LEGAL SERVICES	UNDER 8	2		1		1		1
	8-24	1		1				
EDUCATION SERVICES	8-24	1						

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INDUSTRY	SIZE OF FIRM	No. BY SIZE	ESTABLISHED TRAINING PROGRAMS?		NEED FOR ADDITIONAL OR EXPANDED VOCATIONAL TRAINING?		START NEW PRODUCTION WORKERS OR ENTRY-LEVEL JOBS?	
			YES	NO	YES	NO	YES	NO
NONPROFIT MEMBERSHIP ORGANIZATIONS	UNDER 8	1					1	
	8-24	1	1		1			
MISCELLANEOUS SERVICES	UNDER 8	4	2	2	3	1	1	3
	8-24	2	1	1	2			2
LOCAL GOVERNMENT	UNDER 8	2	1	1	1	1	1	
	8-24	1		1	1			1
	25-49	2	1	1	1	1		2
	50-99	2	1	1	1	1		2

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INDUSTRY	SIZE OF FIRM	No. BY SIZE	ESTABLISHED TRAINING PROGRAMS?		NEED FOR ADDITIONAL OR EXPANDED VOCATIONAL TRAINING?		START NEW PRODUCTION WORKERS ON ENTRY-LEVEL JOBS?	
			YES	NO	YES	NO	YES	NO
BITUMINOUS COAL & LIGNITE MINING	8-24	2		2		2		2
BUILDING CONSTRUCTION - GENERAL CONTRACTORS	8-24	1						
STONE, CLAY, & GLASS PRODUCTS	UNDER 8	1		1		1		1
PRIMARY METAL INDUSTRIES	250-499	1		1	1		1	
MACHINERY, EXCEPT ELECTRICAL	25-49	1		1	1			1
ELECTRICAL MACHINERY, EQUIPMENT, & SUPPLIES	25-49	1		1	1			1
	100-249	1		1	1			1
MOTOR FREIGHT TRANSPORTATION & WAREHOUSING	UNDER 8	1		1	1			1
WHOLESALE TRADE	UNDER 8	1		1		1		1
	8-24	1	1		1			
RETAIL TRADE - GENERAL MERCHANDISE	UNDER 8	1		1		1		1
	8-24	1	1			1	1	
RETAIL TRADE - FOOD	8-24	1		1		1	1	
RETAIL TRADE - AUTOMOTIVE DEALERS & GASOLINE SERVICE STATIONS	UNDER 8	2	2		2		1	1
	8-24	1	1					1
RETAIL TRADE - EATING & DRINKING PLACES	UNDER 8	2		2		2		2
RETAIL TRADE - MISC. RETAIL STORES	UNDER 8	1		1		1		1
	8-24	2		2		2	1	
BANKING	UNDER 8	1	1		1			
	8-24	1		1		1		1
CREDIT AGENCIES OTHER THAN BANKS	UNDER 8	2		2	1	1	1	
AMUSEMENT & RECREATION SERVICES, EXCEPT MOTION PICTURES	8-24	1	1		1		1	

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